

# Williamson-Travis Counties MUD No. 1

## Park and Pond Rules and Regulations

### DRAFT FOR BOARD REVIEW 10/18/2021

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### Section 1: Hours of Operation

Park and pond hours are set by the Board of Directors. Signage posted at the park and pond locations will state the opening and closing hours if such are established.

Overnight parking is prohibited during the hours of 11:00 p.m. through 5:00 a.m. at the District's parking lot located at 1000 Old Mill Road, Cedar Park, TX 78613.

### Section 2: General Rules and Regulations for All District Parks and Ponds

Anyone found to be violating the Park and Pond Rules will be considered trespassing on District property and may be subject to penalties up to \$200 per occurrence.

The following are prohibited at all times:

1. Destruction of property and disorderly conduct.
2. Carrying or possessing a weapon or firearm except as allowed by state and federal law.

3. Use of a firearm, air gun, paintball gun, pellet, or B.B. gun, bow and arrow, or projectile device capable of inflicting personal injury.
4. Glass containers, other than inside the Lakeline Oaks building (1000 Old Mill).
5. Animals other than those considered to be typical household pets, unless otherwise permitted as part of a District-approved event or activity (e.g., petting zoo).
6. Failure to pick up and properly dispose of pet waste.
7. Fireworks, torpedoes, rockets, explosives, or other substances capable of explosion.
8. Driving or parking of motor vehicles on any area except on designated roads or parking areas.
9. Overnight camping.
10. Hitting a golf ball into, upon, or over any park or pond.
11. Alteration, maintenance, repair, or replacement of any Park or Pond improvement or amenity without prior written approval from the District.
12. Public display or consumption of alcohol in all outdoor areas of the parks and ponds. Alcohol is only permitted under the park pavilions (Lakeline Oaks Park and Anderson Mill West Park) when reserved for private functions.
13. Unleashed pets or pets on leashes longer than six feet in length, except as permitted at Vestavia Ridge Pond and London Lane Pond. Dogs are not allowed in Aster Pass Park.
14. Damaging, cutting, carving, or removing a tree or plant.
15. Lighting, building, or maintaining of fires, except in a device provided, maintained, and designated for that purpose, including BBQ grills or other devices explicitly approved by the District.
16. Dumping or disposing of trash, garbage, brush, or waste except that which is generated by park visitors while using the park and which is disposed of in the proper receptacles.
17. Smoking of cigarettes or vaping of e-cigarettes at a park or pond.
18. Scaling or crawling over or under any amenity fencing.
19. Panhandling and unauthorized solicitation.
20. Unreasonably loud noises, including from boom boxes, DJs, bands, speakers connected to cell phones, and similar. Noise must not exceed 85 decibels as measured at the boundary of the park in front of the source. Amplified sound systems are not allowed within 100 feet of residential property. At all times, amplification devices must be oriented to direct sound away from adjacent residential properties. All county nuisance ordinances apply to sound and noise emanating from District parks/ponds.
21. Inflatables (moonwalks, bounce houses, etc.) without prior approval from the Parks Committee (see the Park Use Application on the District's website). Inflatables are only permitted in Lakeline Oaks Park and Anderson Mill West Park.
22. Food trucks parked on park or pond property. Food trucks are permitted provided they park on the street.
23. Petting zoos without prior approval by the Parks Committee (see the Park Use Application on the District's website).

## Section 3: General Rules and Regulations for Tennis and Pickleball Courts

Anyone found to be violating the rules in this section will be considered trespassing on District property.

In addition to the rules and regulations in Section 2, the following rules apply to ALL tennis and pickleball court users:

1. Memberships:
  - A. All users of the tennis and pickleball courts must hold active memberships with the District and obtain a security key card to access the courts (except for guests of active members, per paragraph E, below). Memberships will be \$35 per year for residents and \$100 for non-residents. Membership years run from January 1st through December 31st, and annual fees will be prorated for any persons registering after January 1<sup>st</sup>. If the member decides part way through the year to discontinue their membership, the prorated annual fee balance will be refunded upon return of the security key card.
  - B. Key cards must be obtained directly from the District and may not be transferred between users, except that members of the same household may share a key card. Application forms are available on the District's website ([www.wtcmud1.org](http://www.wtcmud1.org)) or by contacting Inframark at [parks@inframark.com](mailto:parks@inframark.com) for assistance, as needed.
  - C. The charge for replacement of lost or stolen cards is \$15.
  - D. Users must keep their security key cards with them at all times when playing. Users may be required to show keys and identification to District staff and representatives at any time while using the courts.
  - E. Persons holding a security key card may have a maximum of three guests at one time on courts (except for those persons with "Registered Instructor" status per Section 4.2 below). The key card holder (or member of the key card holder's household) must be present on the court at all times.
  - F. Anyone violating the terms outlined in paragraphs A-E, above, will be considered trespassing on District property.
2. Any special tennis and/or pickleball events or tournaments must be scheduled through the District.
3. No audible music is allowed on the courts at any time, unless approved by the District as part of an event or tournament. Any approved music will be subject to the provisions of Section 2, paragraph 20.
4. Except as needed to leave or enter the courts, gates must be kept closed and locked at all times. At no time shall a person prop open the gate or interfere with the gate's locking mechanism, unless given express permission to do so by District personnel.
5. Courts are for tennis and pickleball use ONLY. No roller skates/blades, skateboards, bikes, scooters, or similar wheeled devices may be used on the courts.
6. Only soft-soled athletic shoes are allowed on the courts.
7. Marking of the surface of the courts, whether permanent or temporary, is prohibited, including marks made with chalk, paint, tape, or other marking supplies.
8. No alcoholic beverages or glass containers are allowed on the courts.
9. No pets are permitted on the courts, other than service animals.

## Section 4: Commercial Use

Anyone found to be violating the rules in this section will be considered trespassing on District property.

### Section 4.1 General:

In addition to the rules and regulations in Section 2, the following rules apply to all commercial uses of District parks and ponds and the facilities therein except for the tennis/pickleball courts. For rules governing the commercial use of tennis/pickleball courts, see Section 4.2 below.

1. For the purposes of this section, “commercial use” is defined as any class, activity, or session in which participants pay to participate, and for which a profit is being made by the person or organization hosting or organizing the use. The term “commercial use” does not apply to the following:
  - A. Non-Private Events, as defined under Section 5.
  - B. Registered non-profit organizations (See rules governing non-profit reservation rates under Section 6)
2. All persons or organizations using District parks or ponds or the facilities therein for commercial use must register their use with the District. Applications are available on the District’s website ([www.wtcmud1.org](http://www.wtcmud1.org)) or by contacting District staff at [parks@inframark.org](mailto:parks@inframark.org). In order to register a commercial use with the District, the person or organization must submit full contact information, proof of qualifications, proof of liability insurance, and basic information regarding their commercial use, specifically the number of expected people and expected days, times, and duration of use.
3. Commercial users expecting to host groups at any time larger than 25 persons must reserve space for their use, per paragraph 4 below. Spaces available for reservation include: the Anderson Mill West pavilion, the Lakeline Oaks pavilion, and the District Building (1000 Old Mill Rd).
4. Commercial users reserving the pavilion at Anderson Mill West Park, the pavilion at Lakeline Oaks Park, or the District Building (1000 Old Mill Rd) on a recurring basis must pay, up front, an annual fee of \$400 for residents and \$2000 for non-residents, as well as a one-time, refundable deposit, per Section 6, below. For fee collection purposes, the year runs from January 1st through December 31st, and annual fees will be prorated for any persons or organizations registering after January 1<sup>st</sup>, and/or those who only need to use the facilities for part of the year. No other facility reservation fees will apply. If the user decides part way through the year to discontinue their reservation, the prorated annual fee balance will be refunded.
5. Commercial users reserving a pavilion on a recurring basis must specify, at time of reservation, which of the two pavilions (Anderson Mill West or Lakeline Oaks) they will be reserving, and only the specified pavilion may be used for the registered commercial use.
6. Commercial users requiring a one-time reservation of a pavilion or the District Building (1000 Old Mill Rd) will be subject to standard reservation fees and requirements under Section 6.
7. Commercial reservations of the Anderson Mill West Pavilion, Lakeline Oaks Pavilion, and Lakeline Oaks Building (1000 Old Mill) are not permitted between 4:00 p.m. on Friday 6:00 p.m. on Sunday.
8. Walk-on commercial use of pavilions is prohibited. If a commercial user wishes to use a pavilion, they may only do so if that space has been properly reserved per this section.
9. Commercial users reserving a pavilion or the District Building (1000 Old Mill), either on a one-time or recurring basis, must, each time they use such facility, return the space to the conditions prescribed in Section 6.1, paragraph 4 and/or Section 6.2, paragraph 2. Failure to do so may result in a forfeiture of the deposit, and any of the following:
  - A. The District may deny the commercial user continued commercial use of District property. In this case, annual fees will not be refunded.
  - B. If any damage to District property has been incurred as a result of the commercial use, the District may charge the commercial user for the full costs associated with necessary repairs.
10. Commercial users hosting groups with fewer than 25 participants and utilizing District parks, ponds, gazebos, fields, or facilities other than the Anderson Mill West pavilion, Lakeline Oaks pavilion, or the District Building

(1000 Old Mill Rd) are not subject to reservation fees; however, such users must still register their use with the District. Any person or organization attempting to use a District park, pond or facility therein for a commercial use without first registering such use will be considered trespassing on District property. Commercial users not reserving facilities will receive no special accommodations and must use their preferred spaces on a first-come-first-served basis. Such users may not ask other park users, commercial or otherwise, to move out of any area of any park or pond to accommodate their commercial use.

11. Commercial users not reserving facilities are obligated to maintain the space in the manner in which they found it. Failure to do so may result in any of the following:
  - A. The District may require the user to reserve a pavilion or the District Building (1000 Old Mill Rd) per this section, for any future commercial use, subject to all applicable fees.
  - B. The District may deny the commercial user continued commercial use of District property.
  - C. If any damage to District property has been incurred as a result of the commercial use, the District may charge the commercial user for the full costs associated with necessary repairs.
12. In the event that a commercial use creates conflicts with other parks users, the District may, at any time, resolve the conflict by any of the following means:
  - A. If the commercial user has not reserved a pavilion or the District Building (1000 Old Mill Rd) per this section, the District may require the user to make such reservations for any future commercial use, subject to all applicable fees.
  - B. The District may require the user to make changes to the commercial use, including location, time, days, number of persons, duration, or other aspects of the use that may be causing conflict.
  - C. The District may deny the commercial user continued commercial use of District property.

## Section 4.2 Commercial Use of Tennis/Pickleball Courts

In addition to the rules and regulations in Sections 2 and 3, the following rules apply to all commercial users of the tennis/pickleball courts. Use of the courts is considered “commercial” when an instructor is present and giving paid lessons to students.

1. **Registered Instructor:**
  - A. Any person offering paid lessons on District courts must first apply for “Registered Instructor” status with the District by filling out the application on the District’s website or by contacting the District. No commercial use of the courts may begin until this status is granted, and appropriate court reservations have been made. Any person attempting to conduct lessons without first obtaining Registered Instructor status will be considered trespassing on District property.
  - B. To become a Registered Instructor, the person must submit full contact information, proof of qualifications, proof of liability insurance, and basic information regarding their classes and client base, specifically the number of expected students and expected days, times, and duration of classes.
  - C. Registered Instructors must pay, up front, an annual fee of \$500 for residents and \$2500 for non-residents. For fee collection purposes, the year runs from January 1st through December 31st, and annual fees will be prorated for any instructors registering after January 1st. No instruction may be given unless and until this fee has been paid in full.
  - D. Registered Instructors will be issued a security key card, which must be used to enter the courts.

- E. Registered Instructors are allowed usage of the courts for instruction only. Personal use of the courts will not be allowed unless the instructor is also registered as a non-commercial user and has paid all fees applicable to such users under Section 3.
- 2. Commercial use of the courts is restricted to reserved times. No walk-on commercial usage is allowed. Reservations must be made through the District's online reservation system, which is available on the District's website.
- 3. Registered Instructors will be limited to three hours per reservation Monday through Friday. No commercial use of the courts will be allowed on the weekend. Registered Instructors may not reserve the courts on the following holidays, except by special request and subject to approval: New Year's Eve, New Year's Day, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving, the day after Thanksgiving, Christmas Eve, and Christmas Day.
- 4. Students are not allowed on the courts without their Registered Instructor, unless they are using their own key card issued for non-commercial use under Section 3.
- 5. A maximum of eight students are allowed per tennis court area (for pickleball instructors, one tennis court area equals two pickleball courts)
- 13. In the event that a commercial use of the courts creates conflicts with other court users, the District may, at any time, resolve the conflict by any of the following means:
  - A. The District may require the registered instructor to make changes to their commercial use, including location, time, days, number of persons, duration, or other aspects of the use that may be causing conflict.
  - B. The District may deny the registered instructor continued commercial use of District property.

## Section 5: Non-Private Events

- 1. For the purposes of this section, a non-private event is defined as any gathering that takes place in a District park or pond that is advertised and/or open to the public or to a portion of the public. Such gatherings may include:
  - A. Community-oriented events (e.g., picnics, outdoor movie nights, etc.)
  - B. Events that include any of the following activities:
    - a. Sale of food or products, including concessions (not including private events that are commercially catered)
    - b. Marketing/advertising of products, services, or businesses (e.g., fair, market, or similar).
    - c. Fundraising (e.g., charity event)
    - d. Entry fees

Private gatherings such as birthday parties, family reunions, and similar do not qualify as "Non-Private Events" under this section.

- 2. Non-Private Events must be approved in advance by the Parks Committee. See the application for Non-Private Events on the District's website.
- 3. Sale of alcohol is prohibited within District parks and ponds.

## Section 6: Non-Commercial Reservation Policies and Rates

### Section 6.1 Non-Commercial\* Reservation of the District Building (1000 Old Mill Rd):

\* For commercial use of the District building, reservations must be made in accordance with the provisions of Section 4.1.

1. **Reservation Policies.** The interior of the District building may not be used by the public unless properly reserved.
  - A. Residents and organizations may reserve the District Building no more than six months but at least seven days in advance for one-time functions. Once reservations are confirmed, the reserving party will be provided an access key card to be able to enter the building. Parties reserving the District Building less than seven days in advance may not receive their access key card in time. Reservations will be on a first-come, first served basis. A reservation form must be completed and applicable fees paid for the reservation to be effective. Reservations can be completed through the online reservation system available on the District's website, or documents may be mailed or delivered to the District's office, but reservations will not be confirmed until all deposits and fees are collected.
  - B. Non-commercial recurring reservations will be made in accordance with the fee schedule in Table 6.1. No more than twelve (12) recurring reservations may be scheduled by a single person/group/organization at any one time.
  - C. Use of the District Building for a Non-Private Event is subject to the rules outlined in Section 5.
  - D. Reservation of the District Building includes access to and use of the main corridor and meeting space, the restrooms, and the kitchen. The office and storage closet are off-limits to the public, except that access to the storage closet may be granted to certain groups, subject to District approval. Reservation of the District Building does not include reservation of the Lakeline Oaks Pavillion unless both facilities are reserved and the combined Building/Pavillion fees are paid, in accordance with Tables 6.1 and 6.2.
  - E. If alcoholic beverages are to be served, an additional charge of \$100 is required along with the presence of a MUD appointed constable at a rate of \$45 per hour. The hosts of any event are responsible for the welfare of all persons attending their event and must ensure that all guests leaving can drive safely or have made other arrangements to safely travel from the event. Any user who does not pay the required cost but allows alcoholic beverages to be consumed at their event will forfeit their deposit. In addition, the User will be held responsible for all clean-up costs and any damages. Payment to constables must be made at time of service.
  - F. There must be one adult supervisor twenty-one (21) years or older for every 12 children under the age of fifteen (15).
  - G. Smoking is prohibited within the District Building.
2. **Reservations by District Personnel.**
  - A. The District Building will be reserved the third Monday of each month beginning at 6:30 p.m., and the third and fourth Wednesdays of each month beginning at 6:00 p.m. for District Board meetings.
  - B. Board meetings may be scheduled at other times by the District, as needed, and such meetings shall take precedence over other reservations, including those made in advance. However, the District will make all reasonable efforts to schedule around existing reservations for Board meetings not being held on their standard dates and times, as described in paragraph A, above.

- C. Board Directors may reserve and use the District Building at other times at no cost, provided that use of the District Building is for District business only. All other uses of the District Building by Board Directors are subject to the same reservation policies and rates applicable to all members of the public.
- 3. **Reservation by District Associations.** Texas Non-Profit Corporations operating as a homeowners or property owners association, or neighborhood associations with mandatory or optional membership may reserve the District Building at no cost for their official Board meetings, subject to Building availability. Such organizations must make reservations in advance. One access card will be distributed to the president of each organization for such purposes. Any other events or gatherings hosted by these organizations are subject to the same reservation policies and rates applicable to all members of the public.
- 4. **Deposit Refunds:** Deposits will be refunded, provided that upon inspection of the District Building, the following conditions have been met:
  - A. The Building has been properly cleaned-up in accordance with the checklist provided to the user at the time of their reservation. This checklist is also available on the District website.
  - B. There is no damage to the interior of the Building or any property therein. Users will be charged the full costs associated with any necessary repairs.
  - C. The building access key card has been returned to the District.
  - D. No other applicable rules or regulations including the General Rules and Regulations for all District Parks and Ponds per Section 2, General Rules for Commercial Use in Section 4.1, or those rules applicable to the Reservation of the District Building in this section have been violated.

Deposits are processed at the end of each month and returned after the refunds are approved at the next available meeting of the Board of Directors.

**Table 6.1: District Building (1000 Old Mill Rd) Reservation Rates (Non-Commercial)**  
 Deposit Amount: \$250  
 If using AV equipment, an additional deposit of \$100 will be required.

Resident	Non-Resident	Non-Profit*
\$50	\$200	\$5

\* For the purposes of reservations, Non-Profits include any organization or group established and operated for public or social benefit that does not generate or distribute income for or to its owners, members, directors, or officers. This includes, but may not be limited to, schools or education groups, religious groups, social clubs, and Girl or Boy Scouts.

## Section 6.2 Non-Commercial\* Reservation of Pavilions (Anderson Mill West and Lakeline Oaks)

\* For commercial use of the pavilions, reservations must be made in accordance with the provisions of Section 4.1.

### 1. Reservation Policies.

- A. Residents and organizations may reserve the pavilions no more than six months in advance for one-time functions. Reservations will be on a first come, first served basis. A reservation form must be completed and applicable fees paid for the reservation to be effective. Reservations can be completed through the online reservation system or documents may be delivered to the District office at 1000 Old Mill but reservations will not be confirmed until all deposits and fees are collected.
- B. For commercial use of the pavilions, reservations must be made in accordance with the provisions of Section 4.1, above. No more than twelve (12) recurring reservations may be scheduled by a single person/group/organization at any one time.



- C. Non-commercial recurring reservations will be made in accordance with the fee schedule in Table 6.2. No more than twelve (12) recurring reservations may be scheduled by a single person/group/organization at any one time.
  - D. Use of the pavilions for Non-Private Events is subject to the rules outlined in Section 5.
  - E. Park areas and facilities outside the pavilion are not included in the reservation and must be shared with other park users.
  - F. Walk on use of pavilions is permitted, subject to all other applicable park rules. Walk on users are expected to return the space to the condition in which they found it in accordance with paragraph 2, A-D, below. Failure to comply with these expectations may result in loss of privilege to use the pavilions and/or fines per Section 2.
2. **Deposit Refunds:** Deposits will be refunded, provided that upon inspection of the area, the following conditions have been met:
- A. If moved, picnic tables are put back in their original locations.
  - B. All trash has been picked up, bagged, and placed in the proper trash receptacles.
  - C. There is no damage to the pavilion area, lights, fans, or picnic tables. Users will be charged the full costs associated with any necessary repairs.
  - D. No other applicable rules or regulations including the General Rules and Regulations for all District Parks and Ponds per Section 2, General Rules for Commercial Use in Section 4.1, or those rules applicable to the Reservation of the pavilions in this section have been violated.

Deposits are processed at the end of each month and returned after the refunds are approved at the next available meeting of the Board of Directors.

**Table 6.2: Pavilion Reservation Rates (Non-Commercial)**

Deposit Amount: \$175

Resident	Non-Resident	Non-Profit*
\$40	\$150	\$5

\* For the purposes of reservations, Non-Profits include any organization or group established and operated for public or social benefit that does not generate or distribute income for or to its owners, members, directors, or officers. This includes, but may not be limited to, schools or education groups, religious groups, social clubs, Girl or Boy Scouts, and charity or fundraising organizations.

### Section 6.3 Non-Commercial\* Reservation of Tennis/Pickleball Courts (Anderson Mill West and Lakeline Oaks)

\* For commercial use of the tennis/pickleball courts, reservations must be made in accordance with the provisions of Section 4.2.

1. Court reservations may only be made by persons holding active court memberships, per Section 3. No other reservation fees apply. All court reservations must be made through the online reservation system, which is available on the District’s website. The e-mailed confirmation from the online reservation system will be proof of a court reservation.
2. Reservations can be made no earlier than 30 days prior to the reservation time and up to four hours prior to the reservation start time.
3. A maximum of two hours per reservation and one reservation per member, per day is allowed.
4. Non-commercial walk-on use of the courts is permitted. However, persons with reservations will have priority over walk on users. If a person shows up with proof of their reserved time (the e-mailed confirmation), but not

15 minutes late, the walk-on players must give up the court immediately to the reserved party. Failure to do so can result in loss of court reservation privileges and continued non-compliance could result in trespassing charges. If the person without a reservation refuses to yield, please do not breach the peace. Communicate with Inframark personnel at 512-246-0498 and e-mail the Parks Committee with pertinent details at [parks@wtcmud1.org](mailto:parks@wtcmud1.org). Anonymous complaints will not be considered. Please include dates, names and license plate information if this information can be peacefully collected.

5. Please cancel any unused reservations in a timely fashion to allow others to use the courts.